PRINCIPAL LIBRARIAN

JOB ANALYSIS
BACKGROUND INFORMATION

Date of Study:

Collective Bargaining Identification: S21
Excluded Supervisory Positions

Job Analysis Conducted By: James Griffith, Staff Services Analyst
Personnel Examining Section

Number of Incumbents: There is 1 incumbent in this classification
per Department of Corrections Filled/Vacant
Position Report dated 10/06/04.

Names of the Subject Matter Expert(s) and their background:

Jan Stuter, Principal Librarian, Institutions Division, Education and Inmate Programs Unit, California Department Of Corrections, Headquarters
> Mrs. Stuter works as a Principal Librarian, institutions division, education and inmate programs unit, California Department of Corrections, Headquarters. She has been in this position for the past 14 years.

Rob Churchill, Supervisor of Correctional Education Programs, Institutions Division, Education And Inmate Programs Unit, California Department Of Corrections, Headquarters
> Mr. Churchill works as a Supervisor of Correctional Education Programs, Institutions Division, Education and Inmate Programs Unit, California Department of Corrections, Headquarters. He has been in this position for 6 years and has worked for the Department of Corrections for 10 years.

Christine Long, Supervisor Of Academic Instruction, Education Unit, California Department Of Corrections, Sierra Conservation Center
> Mrs. Long works as a Supervisor of Academic Instruction, Education Unit, California Department of Corrections, Sierra Conservation Center. She worked as a Library Technical Assistant for 4 ½ years and as a Librarian for 7 years.

PRINCIPAL LIBRARIAN
INFORMATION GATHERING

The initial list of tasks and knowledge, skills & abilities statements were identified after conducting a literature review which consisted of:

- California State Personnel Board Specification
- State of Alaska, Librarian IV
- State of Minnesota, Library/Information Resource Services Specialist Senior
- State of Louisiana, Library Specialist 3